

Student Name: _____

Do not complete the application before reading this page.

1. Before completing the application, read all of the sections of the website. It's important that you know something about GSA before applying.
2. The first step of the application process is to be sure you meet the proper qualifications. Please click on the **Qualifications** link on the website. You **MUST** have the qualifying grades to apply. You may apply for one and only one arts area; however, instrumentalists may audition on up to two instruments.
3. If you meet the qualifications, the next step is to fill out the Student Application and the Consent Form
4. **One part of the application is to be submitted online.** The remainder is to be completed and submitted by traditional mail. **The deadline for submitting both parts is December 22. If you are mailing on December 22, a Saturday, be sure to get it to the post office in time to be postmarked with the correct date.**
5. Save the application (second part) to your computer as a Microsoft Word document and type directly on it. You should type your name at the top of each page. In addition, the essay and your letters of recommendation are to be typed.
6. Write the essay. This applies to all applicants. Directions are on page 2 of the application
7. Provide two letters of recommendation. One of the letters must come from a teacher who has worked with you in your arts area (may be a private arts teacher) or who is familiar with your work. Letters should clearly state the capacity in which the writer knows you, and the writer's professional position. Letters should be submitted on professional letterhead and are to be typed using a 12-point Roman or Arial font. The use of fancy, italicized fonts is strongly discouraged. Writers should speak candidly about your work, talent, desire, strengths and weaknesses.
8. Please pay careful attention to the parent/student signature page. If you have questions about the residency and no-visitation requirements, you may direct them to Sherry.L.Keffer@wv.gov.
9. Type the rest of the application, print it and take it to your counselor. The counselor will complete page 2 of the application and give it to your principal for his/her signature. The counselor will also attach the necessary school records and arrange the application in the correct order. Please remind your counselor that your Social Security number is NOT to be sent with your transcript. **It is your responsibility to go to the Audition Schedule and Guidelines section to determine the audition requirements in your area of expertise. Start preparing NOW.**
10. Your counselor may mail your application; however, you are the one who is ultimately responsible for mailing the entire packet to **Sherry Keffer, Office of the Secretary of Education and the Arts, Building 5, Room 205, 1900 Kanawha Boulevard East, Charleston, WV 25305.** It must be **postmarked** by December 22, 2012.
11. You will receive an **email** telling you the time and place of your audition. If you do not have email, you will receive a letter through the mail. It is important, therefore, that you give an active email address and that you check your email account regularly during the first week of January. **See audition section for more details.**

West Virginia Governor's School for the Arts – Student Application Part II

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STUDENT
NAME _____

STUDENT AND PARENT STATEMENT REGARDING READING DIRECTIONS

My signature guarantees that I have read the instructions for applying and that I have familiarized myself with the class content and the audition process for my discipline.

Student Signature _____ Date: _____

Parent Signature _____ Date: _____

STUDENT STATEMENT

The decision to apply for the Governor's School for the Arts is my own. I want to participate fully in the program. If selected, I will abide by the rules and expectations of the program and the program director (dean). The responses contained in this application are my own work and are truthfully offered.

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APPLICANT'S SIGNATURE

DATE

Attach a 400-500 word composition that addresses the arts in your life, especially the one for which you hope to audition. You may mention the lack of education in the arts in your area of the state if that is a problem. Are you involved in the arts in your school or community? How? Why do you want to attend GSA? How do you intend to incorporate the arts into your life as an adult? Students writing fewer than 400 or more than 500 words will be significantly penalized. Type in 12 point Roman or Arial type, double-spaced. A 500-word document typed with one-inch margins usually takes 36-38 lines; 400 words will use 30-31 lines. Use the word-count feature in the Review section of Microsoft Word.

West Virginia Governor's School for the Arts – Student Application Part II

Student Name _____

To be filled out by the school counselor/principal and returned to the student.

1. A grade-point average of at least 2.5. If the student does not have a 2.5 GPA but is in the top 50% of his/her class, fill in the class rank as well. This requirement cannot be waived. See note in qualifications.

1. GPA _____ or
Class Rank _____/_____

(Check off #2-6)

2. A record of regular attendance/acceptable discipline record (It is not necessary to send the record itself; simply check to denote that the record is acceptable.)

2. _____

3. Two (2) Teacher recommendation letters are attached to this application. One of the letters MUST address the student's ability and passion in the arts area for which application is being made. Either or both letters may come from private instructors. Both should address the student's likelihood to fare well with 99 other students three weeks.

3. _____

4. Includes application form, consent form, essay. Essay should be at the end of the packet, just before the transcript.

4. _____

5. Photocopy of transcript of grades and attendance record for grades 9 and first grading period of grade 10. **Please redact Social Security numbers if they still appear on your transcripts.**

5. _____

6. Packet is stapled in the following order:
Application, Teacher recommendations, Essay;
School records

6. _____

Principal must check and sign the following statement for each applicant. If student is recommended with reservation, an explanation must be attached.

I recommend the above-named student.

Without reservation _____

Principal's Signature

With reservation _____

Date _____

It is the responsibility of the student to mail his or her application. Although some counselors or administrators wish to do the mailing, that is a courtesy and not a requirement.

West Virginia Governor's School for the Arts – Student Application Part II

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Student Name _____
Consent Form/ Student Application

I (we) give permission to the West Virginia Governor's Schools to release the herein named student's name, contact information and likeness to organizations or news media, including the Internet, that are interested in recognizing and/or supporting efforts in the arts. Addresses may be sent to colleges and professional schools for recruitment. Student comments may be published on the Internet, newspaper, radio or TV. I also give permission to the Governor's Schools to publish contact information submitted by my minor child to the alumni section of the Governor's Schools website and for the student directory.

Student Signature Date

Parent/Guardian Signature Date

I (we) agree to a full-time commitment for the duration of the Governor's School for the Arts, **June 30-July 20, 2013**, including evenings and weekends. I (we) realize that a choice must be made between attending GSA or another event that may conflict with the dates. Leaves of absence will not be granted.

Parents: Your signature indicates that you support your son or daughter in this endeavor, that you will respect the residential nature of the school, and that you will not attempt to visit.

Student Signature Date

Parent/Guardian Signature Date

I (we) agree to participate in and to abide by the regulations of the West Virginia Governor's School for the Arts. Signatures also indicate an understanding that students who do not follow the rules will be sent home. Students will wear a name tag whenever they are out of the residence hall, and a signature indicates the willingness to do so. Students who repeatedly "forget" the name tag will be sent home. Your signature also indicates that you are aware that GSA is an interdisciplinary experience and that students will not spend all of their time in the major discipline.

Student Signature Date

Parent/Guardian Signature Date

I give permission for the Department of Education and the Arts to collect the personal data required on the application. The applications themselves will be transferred to the faculty of GSA for approximately one month for review/audition purposes, after which they will be returned to the Office of Education and the Arts. Data collected from page that is submitted online will be transferred to the Dean of GSA for the students who are ultimately selected. All electronic transfers will be encrypted. Your agreement signifies that you are aware of this process. We always take precautions to safeguard student records, and there has not been an incident with a security breach in Governor's Schools applications. More stringent rules regarding privacy have necessitated such a procedure.

Student Signature _____ Date _____

Parent Signature _____ Date _____

Don't forget to write the essay

Mail to Sherry Keffer, Building 5, Room 205, 1900 Kanawha Boulevard East, Charleston, WV 25305 by December 22, 2012. Don't forget Part I.